



Newfane Central School District Board of Education

Newfane Board of Education Meeting Minutes

August 1, 2017

The August 1, 2017 meeting of the Newfane Board of Education was held in room 129 of the Early Childhood Center. The meeting was called to order by Board Vice-President Licht at 6:30 pm.

CALL TO ORDER

A. Kennedy, L. Licht, M. Lingle, C. Wentland
P. Kelahan, J. Little, J. Schmitt
M. Baumann, B. Schuler, J. Bower, P. Young, D. Bedette

**TRUSTEES PRESENT
TRUSTEES EXCUSED
ADMINISTRATION
PRESENT**

D. Petschke, C. Hoffman

OTHERS PRESENT

The District Mission Statement was read by A. Kennedy.

**PLEDGE OF
ALLEGIANCE and
DISTRICT MISSION
STATEMENT**

Motion made by Trustee Wentland and seconded by Trustee Kennedy
RESOLVED, that the proposed agenda for August 1, 2017 be approved.
Resolution Carried: 4 YES 0 NO

**ESTABLISH ORDERS
OF THE DAY**
Approved the agenda

AUDIT COMMITTEE

Motion made by Trustee Wentland and seconded by Trustee Kennedy
RESOLVED, that the Board of Education convene as the Audit Committee to meet with Lumsden & McCormick.

Recessed at: 6:33 pm Reconvened at: 6:45 pm

Resolution Carried: 4 YES 0 NO

Mary Young from Lumsden & McCormick presented the pre-audit information to the board with a timeline and expectations for the upcoming audit.

The Board of Education took a recess and reconvened at 7:01 pm into the regular meeting.

There were no public remarks or comments at this time.

AUDIT COMMITTEE

**Public remarks or
comments**

PRESIDENT REPORT – no report SUPERINTENDENT REPORT

Superintendent Baumann shared a summary of accomplishments of the Curriculum Facilitators for the 2016-17 school year. He outlined the expectations for the 2017-18 school year.

Mr. Baumann also updated the board that he and principals are gathering information in order to compare historical achievement and regional scoring of state regents exams. More information will be available soon.

The summer professional development was also shared. There is some very exciting training taking place in the ELA and Math curriculums, and Mr. Baumann was pleased to be able to share that we have trained in house trainers for the TCI training.

REPORTS

Teachers Nadine Kurial and Alicia Traverse trained 30+ staff and it was a great opportunity for all who presented and attended.

Summer School is wrapping up and the innovative approach to Middle School was a huge success!

NTA

D. Petschke thanked the board for their time and welcome to the new and returning members, the NTA is also appreciative of the Professional Development opportunities. The NTA would like the board to keep in mind that they would like to see more old programs reinstated.

All resolutions were considered read in their entirety.

Motion made by Trustee Wentland and seconded by Trustee Kennedy

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education approve the following Tax Warrant providing a tax levy of \$13,024,626 to meet the estimated expenses of the school district plus \$125,000 for library purposes:

To the collector of the Newfane Central School District, County of Niagara, New York State;

You are hereby commanded:

1. To give notice and start tax collection on September 1, 2017 (in accordance with the provision of Section 1322 of the Real Property Tax Law).
2. To give notice that the collection will end on November 1, 2017.
3. To collect taxes in the sum of \$13,024,626 to meet the estimated expenses of the school district plus \$125,000 for library purposes in the same manner that collectors are authorized to collect town and county taxes in accordance with the provisions of Section 1318 of the Real Property Tax Law.
4. To make no changes or alterations in this tax warrant or the attached tax rolls but shall return the same to the Board of Education. The Board may recall its warrant and tax roll for correction of errors or omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law.
5. To forward by mail to each owner of real property listed on the tax rolls within ten (10) days after the start of collection a statement of taxes due on his property on press-numbered tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of Section 540 and 544 of the Real Property Tax Law.
6. To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties to all taxes collected during the first month of the tax collection period (from September 1 to October 2, 2017). To add two percent (2%) interest penalties to all taxes collected during the second month of the tax collection (between October 3 and November 1, 2017) and to add an additional three (3%) percent interest penalties to all taxes collected after November 1, 2017 and to account for such sums as income due the school district.
7. To issue press-numbered receipts only on forms provided by the school district in acknowledgment of receipt of payments of taxes and to retain, preserve, and file exact copies of all such receipts issued as required by Section 986 of the Real Property Tax Law.
8. To promptly return this warrant at the expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts collected, and the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.

ACTION ITEMS

Approved the Tax Warrant

This warrant is issued pursuant to Sections 910, 912, and 914 of the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the members of the Board of Education. This warrant shall expire on the date stated above unless a renewal of extension has been endorsed on the fact of the warrant in writing in accordance with Section 318, subdivision 2 of the Real Property Tax Law.

Resolution Carried: 4 YES 0 NO

Motion made by Trustee Kennedy and seconded by Trustee Lingle
RESOLVED, upon the recommendation of the Superintendent of Schools, and upon the cooperative bidding of Erie 1 and Orleans/Niagara BOCES, that the following vendors, being the lowest responsible bidder for the items noted, be and are awarded the bids as follows:

Awarded the Cafeteria
Bids, 2017-2018 school
year
Enclosure 2017.08.01.9.2

<u>Bid recommendation</u>	<u>Category</u>	<u>Bid amount</u>
Erie 1 Boces		
Latina Boulevard Foods, Maplevale Farms, Midstate Bakery, Schwebel Baking, Sysco Food Service, Hershey's Ice Cream, Wright Beverages	Breakfast & lunch foods	\$134,490.79
Orleans Niagara Boces		
Depew Dairy, Boulevard Produce	Breakfast & lunch foods	\$62,274.07
Erie 1 Boces		
Dobmeier Janitor Supply, Latina Boulevard Foods, Eco Lab, Chudy Paper	Paper products	\$8,917.40
JTM Food Group, Advance Pierre, Rich Products	Commodity Food Processing	\$7,406.58

Resolution Carried: 4 YES 0 NO

Motion made by Trustee Wentland and seconded by Trustee Lingle
RESOLVED, upon the recommendation of the superintendent of schools, the Board of Education authorize the funding of an encumbrance reserve, effective June 30, 2017, not to exceed \$300,000 for the purpose of maintenance and repair to paving and sidewalks; and further that the following budget transfer is authorized:

Authorized the funding of
an encumbrance reserve
Enclosure 2017.08.01.9.3

From: budget code	
A1620-445-21 (electric utility)	\$150,000
A2250-472-31 (special ed. tuition)	\$150,000
To: budget code	
A1621-425-21 (facilities & operations contract)	\$300,000

Resolution Carried: 4 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Wentland
RESOLVED, upon the recommendation of the Superintendent of Schools, that vans #28, 29 and 30 be and are declared excess property; and, that the superintendent of schools or his designee be and is authorized to sell said vans at auction to the highest bidder, provided that the vans are sold "as is condition"; and,
FURTHER RESOLVED, upon the recommendation of the Superintendent of Schools, that the following budget transfer be approved:

Declared excess property
Vans and Budget transfers
Enclosure 2017.08.01.9.4

From budget code A5510-200-20 (transportation equipment)	\$46,000
To budget code A1621-200-21 (operations equipment)	\$46,000

Resolution Carried: 4 YES 0 NO

Motion made by Trustee Wentland and seconded by Trustee Kennedy
RESOLVED, upon the recommendation of the Superintendent of Schools, that
Vanessa Lucinski residing in Newfane, New York, be and is appointed to the
position of School Nurse, effective August 21, 2017 with a 52 week probationary
period from August 21, 2017 to August 20, 2018 at a rate of \$23.72 per hour,
according to the terms and conditions of the CSEA collective bargaining
agreement.

Resolution Carried: 4 YES 0 NO

Motion made by Trustee Kennedy and seconded by Trustee Lingle
RESOLVED, upon the recommendation of the Superintendent of Schools, that
the attached change order for the capital construction project in the amount of
\$14,412.84 to MGR Constructors, Inc. be approved.

Resolution Carried: 4 YES 0 NO

The following items were reviewed with no action:

A. A resolution to approve minutes.
RESOLVE, that the minutes of the July 11, 2017 reorganizational and regular
meetings of the Board of Education be and are approved.

B. A resolution to approve classification and placement of students.
RESOLVE, that the Board of Education, upon reviewing the recommendation of the
Committee on Special Education and the Committee on Preschool Special Education
will arrange for the appropriate special education programs and services to be
provided for meetings held as listed in Enclosure 2017.08.01.10B.

The following items were reviewed with no action:

RESOLVE, that Linea Westphal, be and is recalled from layoff and the preferred
eligibility list and be appointed to a 1.0 FTE Elementary Teaching position in the
Elementary tenure area, Masters, step 9, effective August 1, 2017.

RESOLVE, upon the recommendation of the Superintendent of Schools, that Ashley
Kuma, residing in West Seneca, New York, having NYS Initial Certification in Earth
Science 7-12, General Science 7-12 extension pending, and Physics grades 7-12
pending, be and is appointed as a 1.0 FTE Science Education Teacher, in the Science
Education tenure area, at step 1 Masters, prorated, effective August 30, 2017, with a
four year probationary period from August 30, 2017 through August 29, 2021,
contingent on meeting the eligibility criteria set forth by state law, 8 NYCRR Section
30-1.3.

RESOLVE, upon the recommendation of the Superintendent of Schools, that Alexis
Damon, residing in Akron, New York, having NYS Initial Certification in Chemistry
7-12, Students with Disabilities 7-12 Chemistry, Students with Disabilities 7-12
Generalist, and Literacy 5-12; be and is appointed as a 1.0 FTE Science Education
Teacher, in the Science Education tenure area, at step 1 Masters, prorated, effective
August 30, 2017, with a four year probationary period from August 30, 2017 through
August 29, 2021, contingent on meeting the eligibility criteria set forth by state law, 8
NYCRR Section 30-1.3.

RESOLVE, upon the recommendation of the Superintendent of Schools, that the
Board of Education increase a 0.2 FTE Physical Education Teacher position to 0.4
FTE, effective August 30, 2017.

Appointed V. Lucinski as a
school nurse
Enclosure 2017.08.01.9.5

Approved a change order,
Capital Project
Enclosure 2017.08.01.9.6

ROUTINE ORDER OF BUSINESS

Approval of minutes
Enclosure 2017.08.01.10A

Classification and
placement of students
Enclosure 2017.08.01.10B

PERSONNEL ORDER OF BUSINESS

Recall of L. Westphal to a
1.0 FTE Elementary
Teacher position
Enclosure 2017.08.01.11A

Appointment of A. Kuma
to a 1.0 Science Teacher
position
Enclosure 2017.08.01.11B

Appointment of A. Damon
to a 1.0 Science Teacher
position
Enclosure 2017.08.01.11C

Increase to a 0.2 FTE PE
Teacher position to 0.4 FTE
Enclosure 2017.08.01.11D

RESOLVE, upon the recommendation of the Superintendent of Schools, that Constance Hornquist, residing in Lockport, New York, having NYS Professional Certification in Physical Education and Health Education, be and is appointed as a part-time, 0.4 FTE, Physical Education teacher, step 5, Masters, prorated, from July 1, 2017 to June 30, 2018, effective July 1, 2017; and, FURTHER RESOLVE, that Constance Hornquist is appointed as a Lifeguard at \$18.00/hour in the District, effective July 1, 2017.

Appointment of C. Hornquist
to a 0.4 FTE Physical
Education Teacher position
Enclosure 2017.08.01.11E

RESOLVE, upon the recommendation of the Superintendent of Schools, that Courtney Rowley, residing in Grand Island, New York, having NYS Initial Certification in Visual Arts Education, be and is appointed as a part-time, 0.35 FTE, Art Education teacher, step 1, Masters, prorated, from August 30, 2017 to June 30, 2018, effective August 30, 2017.

Appointment of C. Rowley
to a 0.35 FTE Art Teacher
position
Enclosure 2017.08.01.11F

RESOLVE, upon the recommendation of the Superintendent of Schools, that Gabrielle Kerman, residing in Cheektowaga, New York, having NYS Initial Certification in Mathematics 7-12, be and is appointed as a 1.0 FTE Regular Substitute Math teacher, at Masters, Step 1, from August 30, 2017 through June 30, 2018 effective August 30, 2017.

Appointment of G. Kerman
to a 1.0 FTE Regular Math
Substitute position
Enclosure 2017.08.01.11G

RESOLVE, upon the recommendation of the Superintendent of Schools, that the Board of Education approves the memorandum of agreement relative to the Cafeteria Personnel Association wage, and further that the Superintendent of Schools be and is authorized to sign said memorandum of agreement.

Approval of a MOA with the
Cafeteria Personnel
Association
Enclosure 2017.08.01.11H

RESOLVE, upon the recommendation of the Superintendent of Schools, that Cori Krause, residing in Newfane, New York, is appointed as a Food Service Helper, effective August 30, 2017 with a 26 week probationary period from August 30, 2017 to February 27, 2018 at a rate of \$9.89 per hour, according to the terms and conditions of the Cafeteria Personnel Association collective bargaining agreement.

Appointment of a Food
Service Helper, C. Krause
Enclosure 2017.08.01.11I

RESOLVE, upon the recommendation of the Superintendent of Schools, that Jenee Kowalik, residing in Newfane, New York, is appointed as a Food Service Helper, effective August 30, 2017 with a 26 week probationary period from August 30, 2017 to February 27, 2018 at a rate of \$9.89 per hour, according to the terms and conditions of the Cafeteria Personnel Association collective bargaining agreement.

Appointment of a Food
Service Helper, J. Kowalik
Enclosure 2017.08.01.11J

RESOLVE, upon the recommendation of the Superintendent of Schools, that the individuals listed in Enclosure 2017.08.01.11K be and are approved to work in the District as substitute employees, effective August 30, 2017, and a copy of such list shall be kept with the minutes of this meeting.

Approval of district
substitutes
Enclosure 2017.08.01.11K

RESOLVE, upon the recommendation of the Superintendent of Schools, that Charles Baker and Peter Mayers, be and are approved as unpaid assistants for the 2017-18 school year in the sport of Football, with the understanding that unpaid assistants are to work under the direct supervision of the Head Coach and that at no time are they to supervise students unattended.

Approval of unpaid
assistants, Football
Enclosure 2017.08.01.11L

There was no Old Business at this meeting.

**OLD ORDER OF
BUSINESS**

The following items were reviewed with no action:

RESOLVE, upon the recommendation of the Superintendent of Schools, that the Newfane Central School District accept a donation of \$5,000.00 (five thousand dollars) from the Grigg-Lewis Foundation, to support the Middle School Counseling Department.

A resolution to award construction bids, phase 2. (Bid opening 8/8)

RESOLVE, upon the recommendation of the Superintendent of Schools, that the items listed in Enclosure 2017.08.01.12C, and appended to this resolution be and are declared excess property, and;
FURTHER RESOLVE, that the Superintendent of Schools, or his designee, be and is authorized to dispose said items.

RESOLVE, upon the recommendation of the Superintendent of Schools, that the district policies annexed to this resolution and listed as enclosure 2017.08.01.12D. receive both first both first and second/final reading:

Number	Title
6110	Code of Ethics for Board members and all District Personnel
6130	Evaluation of Personnel
6170	Safety of Students (Fingerprint Clearance of New Hires)
6214	Probation and Tenure
6215	Disciplining of a Tenured Teacher or Certified Personnel
6220	Temporary Personnel
6420	Employee Personnel Records and Release of Information
6430	New Title: Employee Political Activities
6552	Uniform Services Employment and Reemployment Right ACT/Military Leaves of Absence
NEW	
6217	Registration & Professional Development
6560	Determination of Employment Status; Employee or Independent Contractor
6562	Employment of Retired Persons

RESOLVE, upon the recommendation of the Superintendent of Schools, that the school building emergency response plans are approved.

Staffing/enrollment/hiring update and building & grounds readiness update.

There were no comments at this time.

The board discussed items with no action.
Trustee Kennedy requested clarification of Deferred Compensation

Motion made by Trustee Lingle and seconded by Trustee Wentland
MOVED, that the Board of Education adjourn the meeting.

Resolution Carried: 4 YES 0 NO

Meeting adjourned at 7:50 pm

NEW ORDER OF BUSINESS

accept receipt of the Grigg-Lewis Grant
Enclosure 2017.08.01.12A

Award of a construction bids, phase 2. (Bid opening 8/8)

Declare excess property
Enclosure 2017.08.01.12C

Approval of Policy Changes
Enclosure 2017.08.01.12D

Adoption of Building Level School Emergency Response Plans

PRESENTATIONS FOR THE NEXT MEETING

CONCLUDING ORDERS OF BUSINESS

Public remarks or comments
Anything for the “good of the order”

ADJOURNMENT
Respectfully submitted,

Bernadette Seymour
District Clerk